



DEPARTMENT OF THE NAVY

CHIEF OF NAVAL EDUCATION AND TRAINING
250 DALLAS ST
PENSACOLA FLORIDA 32508-5220

CNETINST 5450.58
N-831

30 AUG 1994

CNET INSTRUCTION 5450.58

Subj: MISSION AND FUNCTIONS OF SUBMARINE TRAINING FACILITY
(SUBTRAFAC), NORFOLK, VA

Ref: (a) OPNAVNOTE 5450 Ser 09B22/9U510613 of 24 Feb 89

Encl: (1) Functions of SUBTRAFAC Norfolk

1. Purpose. To publish functions of SUBTRAFAC Norfolk under the mission established by reference (a).

2. Cancellation. CNTECHTRAINST 5450.115

3. Mission. To provide facilities and training courses peculiar to submarines for officers and enlisted personnel assigned to Submarine Force, U.S. Atlantic Fleet and to furnish specific operationally oriented support to submarines to ensure maximum effectiveness of their sensor systems.

4. Status and Command Relationships. SUBTRAFAC Norfolk is a shore activity in an active, fully operational status.

a. Echelon

(1) Chief of Naval Operations

(2) Chief of Naval Education and Training (CNET)

(3) SUBTRAFAC Norfolk

b. Area Coordination

(1) Area Coordinator - Commander in Chief, U.S. Atlantic Fleet

(2) Regional Area Coordinator - Commander, Naval Base, Norfolk

5. Overseas Diplomacy. SUBTRAFAC Norfolk serves as an effective instrument of the U.S. foreign policy by initiating and conducting action programs which promote positive relations between the command and foreign nationals, and which assist individual naval personnel and their families to work effectively, live with dignity and satisfaction, and function as positive representatives of the Navy and of the United States while overseas.

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6. Action. In accomplishing the assigned mission, SUBTRAFAC Norfolk will ensure performance of the functions in enclosure (1) and advise CNET of any recommended modification to the mission or functions of SUBTRAFAC Norfolk.


P. E. TOBIN

Vice Chief of Naval Education
and Training

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FUNCTIONS OF SUBTRAFAC NORFOLK

1. Carry out all regulations, instructions, and directives from higher authority pertaining to the administration of SUBTRAFAC Norfolk. Issue such detailed internal instructions, regulations, orders, and notices as are required for the efficient organization and administration of the command.
2. Provide submarine training capability in the Norfolk area to support training requirements generated by the assignment of attack submarines in Norfolk and new construction and overhaul crews in Newport News and Norfolk Naval Shipyards. Training will include Tactical, Engineering, Submarine Sensors, and Team Training.
3. Provide pipeline training for Integrated Undersea Surveillance System (IUSS) Watch Officers, "A" school and "C" school students; training includes, but not limited to, fundamentals of detecting, classifying, tracking and reporting submarines, basic electronics theory and laboratory training with specific equipment.
4. Ensure that training courses developed or revised by the command are in consonance with the instructional systems development procedures established by higher authority; ensure that the training of all personnel enrolled in the schools and courses established by CNET at this command is conducted in accordance with directives and procedures established by higher authority.
5. Ensure successful and uniform accomplishment of training in accordance with prescribed course material and require high standards of qualification for instructors and students. Carry out on a continuing basis an evaluation of instruction and the complete learning environment.
6. Make recommendations to CNET regarding the design and development of new course material and any necessary changes to established curricula.
7. Ensure that the military and motivational aspects of training are given strong emphasis equal to the emphasis afforded the technical areas.
8. Provide active support to fleet activities in the conduct of tests and studies of operating procedures and programs used in submarine systems.

Encl (1)

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9. Maintain and operate the required training equipment, devices, and training aids.
10. Maintain liaison with various headquarters, bureaus, offices, military and civilian agencies, and other submarine training activities for the purpose of keeping abreast of technical advances and exchanging information.
11. Maintain close liaison with the Regional Area Coordinator, or such other commander as may be designated in writing, for emergency and disaster preparedness matters, and with the activities providing logistic and operational support.
12. Evaluate, on a continuing basis, the requirements for training spaces and make recommendations to proper authority for rehabilitation, renovation, alteration, modification, and new construction as required.
13. Exercise control over numerous management programs and functional areas inherent of a naval shore activity which should include but not limited to, retention, 3-M, occupational safety and health, traffic and recreational safety, internal review, equal employment opportunity, command managed equal opportunity, and other similar management programs.
14. Keep CNET advised regarding the general progress and results of training being conducted in the command.
15. Perform such other functions as may be directed by CNET.